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Operations

MOBILITY BAGS



COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

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This instruction describes policy and lists responsibilities for managing the 932d Airlift Wing (932 AW) mobility bags. This instruction implements AFRCPD 10-1, *Functions and Responsibilities of Wing Plans* and establishes a process in compliance with AFRCI 10-101, *Wing Plans Procedures*. This instruction applies to all 932 AW assigned personnel.

1. General Responsibilities:

1.1. The 932d Logistics Group Commander (932 LG/CC). By authority of the 932 AW/CC, the 932 LG/CC, or his/her designated representative, is responsible for managing the 932 AW general purpose "A", cold weather "B", and ground crew chemical warfare defense equipment "C" mobility bags and desert camouflage uniforms. The 932 LG/CC will keep commanders and units informed of latest policy and procedures effecting mobility bags and complete annual staff assistant visits to units who store their own bags and gas masks.

1.2. The 932d Operations Group Commander (932 OG/CC). By authority of the 932 AW/CC, the 932 OG/CC, or his/her designated representative, is responsible for management of the aircrew chemical warfare defense equipment "D" mobility bags. The 932 OG/CC is responsible for establishing a Memorandum of Agreement (MOA) with the 11 Airlift Squadron, Life Support (11 AS/DOTL). This MOA will address maintaining, storing, inventorying, and providing quarterly capability to build status reports. A copy of the MOA will be provided to 932 AW Wing Plans Office (932 AW/XP) and 932d Maintenance Squadron, Supply Element (932 MXS/LGLS). The contents of the MOA will be included in the Support Agreement between the 375 AW and the 932 AW, when revised.

1.3. The 932 AW Commander and Unit Commanders. All 932 AW commanders are responsible for ensuring their personnel comply with this instruction and for ensuring airmen within their units are familiar with the provisions of AFI 23-111, *Management of Government Property in Possession of the Air Force*. All 932 AW unit commanders will develop procedures to ensure accountability and con-

trol of MCU-2P gas masks and other mobility bag components signed out from the 375th Supply Squadron, War Readiness Section (375 SUPS/LGSCW) or assets that are unit maintained.

1.4. The 932 AW/XP. The 932 AW/XP is responsible for ensuring the currency of the Support Agreement between the 375 AW and 932 AW, for providing mobility bag requirements to 375 SUPS/LGSCW, and monitoring the capability to build status.

1.5. The 932 AW Unit Deployment Managers (UDM). The 932 AW UDMs will coordinate any deployment of personnel requiring mobility bags with 932 MXS/LGLS personnel and/or 375 SUPS/LGSCW personnel.

1.6. All 932 AW Personnel. All 932 AW personnel are responsible for complying with this instruction, complying with supply discipline procedures identified in AFI 23-111, protecting government assets in their possession, and for conserving government funds.

1.7. The 375 SUPS Chief of Supply (375 SUPS/LGS). In accordance with AFMAN 23-110 (*USAF Supply Manual*), Vol II, Part Two (*USAF Standard Base Supply System*), Chapter 26, the 375 SUPS/LGS is responsible for maintaining and storing the 932 AW "A", "B", and "C" mobility bags, unless the Support Agreement or a MOA otherwise specifies this responsibility and for maintaining the Mobility Automated Inventory Tracking System (MAITS) for accountability of mobility bag assets.

1.8. The 11 AS/DOTL. The 11 AS/DOTL is responsible for maintaining, storing, and inventorying the 932 AW aircrew chemical warfare defense equipment "D" mobility bags. The 11 AS/DOTL will provide capability to build status to the 932 OG/CC as addressed in paragraph 8.3.

2. Mobility Bag Requirements. Per AFRCI 10-101, mobility bag requirements and composition will be determined following the Global Assets List (UMIS/AFRES WMP-III), current allowance standards, and major command unique guidance. The 932 AW/XP will forward the requirements to the 375 SUPS/LGSCW, on an annual basis or as changes occur, in accordance with AFI 10-101 and AFI 10-201, *Status of Resources and Training Systems*.

3. Mobility Bag Withdrawals from 375 SUPS/LGSCW:

3.1. Coordination. UDMs will coordinate withdrawal of mobility bags with 932 MXS/LGLS personnel and/or 375 SUPS/LGSCW personnel. Coordination for withdrawal of mobility bags will be completed at least 30 days in advance or immediately upon notification.

3.2. Individual Responsibilities. Individuals are responsible for withdrawing their mobility bag from 375 SUPS/LGSCW. Each individual will assemble their own bag based on the components list provided by 375 SUPS/LGSCW. The individual will ensure all required items are in the bags prior to the individual signing for the bag. Individuals are responsible for custodial management of mobility bag components in their possession. The policy in AFI 23-111, Paragraph 6 will apply to all individuals who sign for mobility bags.

3.3. Chemical Biological Warfare Defense Training (CBWDT) Bags. Those 932 AW units, who do not possess their own CBWDT gear, will pick up these assets from 375 SUPS/LGSCW during normal duty hours. Personnel will comply with the guidance in Scott Air Force Base Instruction 32-4001, *Base Disaster Preparedness Program*. The contents of training bags will be issued by 932 MXS/LGLS personnel on Unit Training Assembly (UTA) weekends.

4. Mobility Bag Accountability After Withdrawal from 375 SUPS/LGSCW. Individuals will return mobility bags not later than 7 days after return of deployment. The individual and 375 SUPS/LGSCW personnel will joint inventory the mobility bag components upon return. The policy provided in AFI 23-111 and AFM 23-220, *Reports of Survey*, will apply for assets lost, damaged, destroyed, or otherwise not in the individuals possession.

5. Responsibilities of 932 AW Units Storing Mobility Bags:

5.1. Authority. All “A, B, and C” mobility bags will be stored by the 375 SUPS/LGS unless approval to store bags has been provided, in writing, from the 932 AW/CC. If approval is received to store bags, unit commanders will complete a MOA with 375 SUPS/LGS to store their own mobility bags. An information copy of the MOA will be provided to 932 AW/XP and 932 MXS/LGLS.

5.2. Storage and Accountability. Unit commanders, who store their own bags, are responsible for providing secure and adequate storage and accountability for mobility bags authorized to be maintained by the unit. Unit commanders will develop operating instructions to ensure accountability and control of mobility bags.

5.3. Inspections, Inventories, and Shelf Life. Unit commanders or his or her designated representative will comply with all inspection, inventory, and shelf life requirements identified in AFMAN 23-110.

5.4. Mobility Automated Inventory Tracking System (MAITS). Unit commanders who store their own mobility bags will maintain the MAITS data base and will provide quarterly reports to 375 SUPS/LGSCW. Unit commanders will address the dates and times for MAITS reporting in the MOA addressed in paragraph 6.1. Unit commanders who store their own gas masks will sign an AF Form 1297, **Temporary Issue Receipt**, and accountability reporting will included in the reserve MAITS data base.

6. Funding and Ordering Mobility Bag Components:

6.1. The 932 LG/CC. The 932 LG/CC is responsible for forecasting, budgeting, and ordering components for the 932 AW “A”, “B”, and “C” mobility bags stored and maintained by the 375 SUPS/LGSCW and for the desert camouflage uniforms. When funds are not available, a memo due out will be established for shortages.

6.2. The 932 OG/CC. The 932 OG/CC is responsible for forecasting and budgeting for the 932 AW “D” mobility bag components. The 11 AS/DOTL will order components for 932 AW “D” mobility bag components. When funds are not available, a memo due out will be established for shortages.

6.3. Unit Commanders. Unit commanders, who store their own mobility bags, are responsible for budgeting, funding, and ordering components for the mobility bags in their possession. When funds are not available, a memo due out will be established for shortages.

6.4. Account Codes. All personnel will use account code “MK” for mobility equipment, “A” and “B” mobility bag components, and desert camouflage uniform assets and account code “CW” for “C” and “D” bag components.

7. AFI 10-201, Status of Resources and Training System (SORTS) Reporting:

7.1. General Guidance. AFI 10-201, and AFMAN 23-110, Vol II, Part Two, Chapter 26 instructions will be used to determine capability to build status for SORTS Reporting.

7.2. The 932 LG/CC. The 932 LG/CC will provide 932 AW/XP with the capability to build status for those assets maintained by the 375 SUPS/LGSCW. This information **will not** include on-hand data for mobility bags maintained by the units. The capability to build status will reach 932 AW/XP office not later than close of business on the Tuesday before the main UTA, during the months of January, April, July, and October, or upon change of status if less than quarterly.

7.3. The 932 OG/CC. The 932 OG/CC will provide the 932 AW/XP with the capability to build status for the "D" mobility bags. The capability to build status will reach 932 AW/XP office not later than close of business on the Tuesday before the main UTA, during the months of January, April, July, and October, or upon change of status if less than quarterly.

7.4. Unit Commanders. Unit commanders who store and maintain their own mobility bags will provide 932 AW/XP with the capability to build information for the mobility bags they maintain. The capability to build status will reach 932 AW/XP office not later than close of business on the Tuesday before the main UTA, during the months of January, April, July, and October, or upon change of status if less than quarterly.

7.5. The 932 AW/XP. The 932 AW/XP will consolidate all capability to build status and provide this information to all 932 AW commanders for SORTS reporting. The status will be provided not later than close of business on the Friday before the main UTA, during the months of January, April, July, and October.

ALAN M. MITCHELL, Col, USAFR
Commander

Attachment 1

MOBILITY BAG UNIT SELF INSPECTION CHECKLIST

ALL PURPOSE CHECKLIST		PAGE 1 OF 1	
TITLE/SUBJECT/ACTIVITY/FUNCTIONAL AREA Mobility Bag Unit Self Inspection Checklist		OPR 932 MXS/ LGLS	DATE
NO.	ITEM <i>(Assign a paragraph number to each item. Draw a horizontal line between each major paragraph.)</i>	YES	NO N/A
1	Is the 932 LG/CC managing the "A", "B" and "C" mobility bags stored by the 375 AW/LGS? (932 AWI 10-101, paragraph 1.1)		
2	Is the 932 LG/CC completing annual staff assistance visits to units who secure their own bags? (932 AWI 10-101, paragraph 1.1)		
3	Is the 932 OG/CC managing the "D" mobility bags stored by 375 OSS/OSTL? (932 AWI 10-101, paragraph 1.2)		
4	Is the commander complying with and enforcing supply discipline? (AFI 23-111, Section C, paragraph 5)		
5	Has the commander developed procedures to control for mobility bag components in his/her possession (MCU-2P gas masks, web belt, etc.)? (932 AWI 10-101, paragraph 1.3 and paragraph 6.2)		
6	Is the 932 AW/XP ensuring the Host/Tenant Support Agreement is current? (932 AWI 10-101, paragraph 1.4)		
7	Is the UDM assisting 932 AW/XP to determine the number of mobility bags required? (932 AWI 10-101, paragraph 1.5)		
8	Is the UDM coordinating mobility bag withdrawals with 932 MXS/LGSCW or 375 AW/LGSCW? (932 AWI 10-101, paragraph 1.6 and paragraph 2)		
9	Are assigned personnel complying with supply discipline and mobility bag instruction procedures? (AFI 23-111, Section C, and 932 AWI 10-101)		
10	Are mobility bag requirements and composition determined in accordance with AFRESI 10-101? (AFRESI 10-101, paragraph 39.4 and 932 AWI 10-101, paragraph 2)		
11	Is the commander ensuring personnel comply with AFMAN 23-220 for mobility bag components lost, damaged, destroyed, or otherwise not in the individual's possession? (AFMAN 23-220 and AWI 10-101, paragraph 5)		
12	Is the commander providing secure and adequate storage for mobility bags? (AFI 23-111 and 932 AWI 10-101, paragraph 5)		
13	Is the commander doing inspections, inventories, and shelf life actions for mobility bag components? (AFMAN 23-110, AFI 23-111, and 932 AWI 10-101, paragraph 6.3)		
14	Is the commander maintaining MAITS and providing necessary reports to 375 AW/LGSCW? (932 AWI 10-101, paragraph 6)		
15	Is the commander forecasting, budgeting, and ordering components for mobility bags? (932 AWI 10-101, paragraph 7)		
16	Is the commander providing capability to build status as required? (932 AWI 10-101, paragraph 8)		
17	Are Memorandum of Agreements completed and on file? (932 AWI 10-101, paragraphs 1.2 and 6.1)		